

MID-COLUMBIA COUNCIL OF GOVERNMENTS

**Board of Directors Meeting Minutes**

**Tuesday, February 23, 2016 1:00 p.m. to 3:00 p.m.**

Board Room, 1113 Kelly Avenue, The Dalles, Oregon

2016 Board of Directors:

Gilliam County: \*Denise Ball, Steve Shaffer, Michael Weimer  
Hood River County: Bob Benton, Tom Cramblett, \*Maui Meyer  
Sherman County: Tom McCoy, \*Michael Smith  
Wasco County: Steve Kramer, Steve Lawrence, \*Rod Runyon  
Wheeler County: Kaylene Erb, \*Lynn Morley, Patrick C. Perry  
(\*denotes Executive Committee Members)

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**I. Call to Order**

**A. Roll Call and Introductions**

The meeting was called to order by Maui Meyer, Vice Chair.

Present: Denise Ball, Tom Cramblett, Steve Kramer, Tom McCoy, Maui Meyer, Lynn Morley, Steve Shaffer, Michael Smith, Michael Weimar

Absent: Bob Benton, Kaylene Erb, Steve Lawrence, Patrick C. Perry, Rod Runyon

Staff: Bob Francis, Executive Director; Cecilia Lamas-Guiney, Executive Assistant; Sarah Brumbaugh, Fiscal Director; Steve King, StRUT Program Manager; Marvin Pohl, AAA Director; Dan Schwanz, Executive Transportation Director; Stephanie Ziegler, MCBCS Director, Jacob Dunaway, eComm

Guests: Jan McGowan, Nonprofit Consulting; Rodger Nichols, Haystack Broadcasting

**B. Approval of Minutes**

Lynn Morley motioned to approve the minutes from January 26, 2016. Motion is seconded by Steve Shaffer. Motion passed by the following vote:

**AYES: Ball, Cramblett, Meyer, Morley, Shaffer, Smith, Weimar (7)**

**NAYS: None (0)**

**ABSTENTIONS: Kramer, McCoy (2)**

**II. Open Agenda**

No additions.

**III. Reports/Communications**

**A. Executive Director Report**

Bob Francis states he is combining the update on Workforce department with his report. Shares information about recent Workforce meeting with ECWIB. Francis mentions that ECWIB wants to collocate our Workforce staff with OED, as soon as possible, so that ECWIB can be a "one stop shop" for Employment services. This means MCCOG Workforce staff (4-5 people) would relocate to Union Street in The Dalles. Still negotiating this, but if this occurs, it will occur next month.

For the Title 1B program, ECWIB will issue an RFP on April 18<sup>th</sup>. Responses are due back May 23<sup>rd</sup>, and the contract will be let June 27<sup>th</sup>. MCCOG staff will be working on this to ensure funding continues.

## **B. Departmental Updates**

### **i. AAA**

Marvin Pohl, AAA Director, addresses Board. States that sometime soon he needs to meet with the Executive Committee to review the proposed budget for the pending feasibility study for "B Transfer." Pohl mentions the meeting at the Veterans home yesterday, regarding Veterans health service access in rural areas, went very well. They are hoping to have a follow-up conference in May to continue the conversation.

Maui Meyer asks Pohl to provide the Board with a brief summary of the topics discussed at the meeting. Pohl responds that he will do that and include information on the meeting in May.

No other major updates for the AAA department.

### **ii. Fiscal**

Sarah Brumbaugh addresses Board and speaks to the financial reports distributed earlier in the month. Adds a follow up to the report: one of her comments in the WIA section states they were having difficulty with payment, but has since been resolved. Payments are current and should be moving forward.

Meyer asks about the preliminary budget. Brumbaugh responds that it is coming along and the Board should receive next month prior to the meeting.

### **iii. IT, eComm**

Jacob Dunaway, eComm Business Solutions, introduces himself. Dunaway discusses the progress report that was provided in the agenda packet and the major project completions to date. Mentions that future projects will include relocating Transportation Department to the new Transit Center facility and reviewing the IT budget to plan for equipment updates, such as replacing the current phone system with a new one.

Bob Francis mentions he met with Tyler Stone from Wasco County and discussed IT services; discussed MCCOG contracting with eComm to provide part-time IT service to MCCOG partners.

### **iv. MCBCS**

Stephanie Ziegler, MCBCS Director, addresses the Board. Ziegler states that their Electrical Inspector has taken a new job with Clackamas County, so he has resigned and will be leaving March 1<sup>st</sup>. MCBCS does not intend to replace the full-time position. Instead, their current part-time Electrical Inspector is going to cover the work load since, come April, electrical work will decrease due to the departure of Hood River from Building Codes Services. Other than that, no new developments.

### **v. StRUT**

Steve King, StRUT program manager, says that StRUT is doing well.

Two large logistical events of the year about to occur.

They are about to begin distributing computers to their member schools. The new box truck is doing well.

Michael Smith asks for an update on the resale of technology pilot project.

King replies that he is just waiting for the formal authorization from OHSU.

vi. Transportation

Dan Schwanz, Executive Transportation Director, addresses the Board. The Transit Center building project is moving along. Roof is going up, one side is complete. The brick work is nearly done, insulation is complete, sheet rock and mechanical is close to being done as well.

Will meet with Pacific Source partners on March 7<sup>th</sup>, to evaluate the work and how it has been going.

Bob Francis adds that he sent an email to the Board sharing the news that Dan Schwanz has submitted his resignation; he will be departing at the end of March.

vii. Workforce (covered in Executive Director Report)

**IV. Board Member Call**

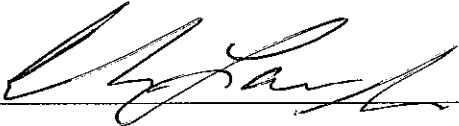
Maui Meyer made the call for additional discussion items; none were heard.

**V. Adjourn**

There being no further business to come before the MCCOG Board of Directors, the meeting was adjourned. Board members and necessary staff remain to begin strategic planning with Jan McGowan.

Respectfully submitted by:

ATTEST:



Cecilia Lamas-Guiney, Executive Assistant



MCCOG Board Chair